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| ATTORNEY OR PARTY WITHOUT ATTORNEY <i>(Name and Address)</i> : ATTORNEY FOR <i>(Name)</i> : SUPERIOR COURT OF CALIFORNIA, COUNTY OF STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME: | TELEPHONE NO.: | FOR COURT USE ONLY |
| ESTATE OF (NAME): <div style="text-align: right;">DECEDENT</div> | | CASE NUMBER: |
| NOTICE OF PETITION TO ADMINISTER ESTATE OF <i>(name)</i> : | | |

1. To all heirs, beneficiaries, creditors, contingent creditors, and persons who may otherwise be interested in the will or estate, or both, of *(specify all names by which decedent was known)*:

2. A PETITION has been filed by *(name of petitioner)*:
in the Superior Court of California, County of *(specify)*:
3. THE PETITION requests that *(name)*:
be appointed as personal representative to administer the estate of the decedent.
4. ☐ THE PETITION requests the decedent's WILL and codicils, if any, be admitted to probate. The will and any codicils are available for examination in the file kept by the court.
5. ☐ THE PETITION requests authority to administer the estate under the Independent Administration of Estates Act. (This authority will allow the personal representative to take many actions without obtaining court approval. Before taking certain very important actions, however, the personal representative will be required to give notice to interested persons unless they have waived notice or consented to the proposed action.) The independent administration authority will be granted unless an interested person files an objection to the petition and shows good cause why the court should not grant the authority.
6. ☐ A PETITION for determination of or confirmation of property passing to or belonging to a surviving spouse under California Probate Code section 13650 IS JOINED with the petition to administer the estate.
7. A HEARING on the petition will be held

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| on <i>(date)</i> : | at <i>(time)</i> : | in Dept.: | Room: |
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located at *(address of court)*:

8. IF YOU OBJECT to the granting of the petition, you should appear at the hearing and state your objections or file written objections with the court before the hearing. Your appearance may be in person or by your attorney.
9. IF YOU ARE A CREDITOR or a contingent creditor of the deceased, you must file your claim with the court and mail a copy to the personal representative appointed by the court within four months from the date of first issuance of letters as provided in section 9100 of the California Probate Code. The time for filing claims will not expire before four months from the hearing date noticed above.
10. YOU MAY EXAMINE the file kept by the court. If you are a person interested in the estate, you may file with the court a formal Request for Special Notice of the filing of an inventory and appraisal of estate assets or of any petition or account as provided in section 1250 of the California Probate Code. A Request for Special Notice form is available from the court clerk.
11. ☐ Petitioner ☐ Attorney for petitioner *(name)*:

(address):



(SIGNATURE OF ☐ PETITIONER ☐ ATTORNEY FOR PETITIONER

12. This notice was mailed on *(date)*: _____ at *(place)*: _____, California.

(Continued on reverse)

NOTE: If this notice is published, print the caption, beginning with the words NOTICE OF PETITION, and do not print the information from the form above the caption. The caption and decedent's name must be printed in at least 8-point type and the text in at least 7-point type. Print the case number as part of the caption. Print items preceded by a box only if the box is checked. Do not print the *italicized* instructions in parentheses, the paragraph numbers, the mailing information, or the material on the reverse.

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|--------------------------------|----------------------|
| ESTATE OF (NAME): _____ | CASE NUMBER: |
| DECEDENT | |

PROOF OF SERVICE BY MAIL

1. I am over the age of 18 and not a party to this cause. I am a resident of or employed in the county where the mailing occurred.
2. My residence or business address is *(specify)*:
3. I served the foregoing **Notice of Petition to Administer Estate** on each person named below by enclosing a copy in an envelope addressed as shown below AND
 - a. ☐ **depositing** the sealed envelope with the United States Postal Service with the postage fully prepaid.
 - b. ☐ **placing** the envelope for collection and mailing on the date and at the place shown in item 4 following our ordinary business practices. I am readily familiar with this business' practice for collecting and processing correspondence for mailing. On the same day that correspondence is placed for collection and mailing, it is deposited in the ordinary course of business with the United States Postal Service in a sealed envelope with postage fully prepaid.
4. a. Date of deposit: _____ b. Place of deposit *(city and state)*: _____
5. ☐ I served with the Notice of Petition to Administer Estate a copy of the petition and other documents referred to in the notice.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: _____

..... (TYPE OR PRINT NAME)



(SIGNATURE OF DECLARANT)

NAME AND ADDRESS OF EACH PERSON TO WHOM NOTICE WAS MAILED